



Planning Commission Meeting

Minutes

Tuesday, November 5, 2024 at 6:30 pm

Attendees: Chairperson Lee Bennett, Commissioner Robert Christensen
(Absent), Commissioner Mary Cokenour, Assistant City Manager Megan
Gallegos, City Recorder Melissa Gill

Meeting Location: 648 S Hideout Way

1. Call to Order

Minutes:

Chairperson Bennett called to order the Monticello City Planning Commission at 6:34 pm. There were no visitors present. City Councilmember Dunn joined the meeting at 6:45 pm.

2. Minutes Review/Approval (action)

Minutes:

MOTION to approve the minutes of October 1, 2024 with the correction of Commissioner Christensen being absent, Agenda item 2: Commissioner Cokenour made motion to approve minutes and Commissioner Bennett seconded. Agenda item 8: 2 Ayes 0 Nays was made by Commissioner Cokenour and seconded by Commissioner Bennett. The motion passed unanimously.

Vote results:

Ayes: 2 / Nays: 0

3. Public Comment

Minutes:

There was no public present for comment.

4. Consider Recommendation to City Council: §10-2 Landscape Standards (discussion/action)

Minutes:

MOTION to recommend the City Council approve §10-2 Landscape Standards was made by Commissioner Cokenour and seconded by Commissioner Bennett. The motion passed unanimously.

Vote results:

Ayes: 2 / Nays: 0

5. Consider Recommendation to City Council: §10-17 Tiny Home Park (discussion/action)

Minutes:

MOTION to recommend the City Council approve §10-17 Tiny Home Park was made by Commissioner Bennett and seconded by Commissioner Cokenour.

Vote results:

Ayes: 2 / Nays: 0

6. Building permit Update (discussion)

Minutes:

Assistant City Manager Gallegos presented a building update, for the time frame of April 30, 2024 to August 16, 2024, to the Planning Commission.

7. Annexation Policy Revision (discussion)

Minutes:

Commissioner Bennett led the discussion on the Monticello City Annexation Policy revision. The subject of expansion areas and public noticing was discussed in great detail. The process of moving water and sewage, along with infrastructure development, was included in the conversation. Gallegos recommended the Planning Commission and City Council consider the future expansion areas together before beginning the process of revision. She will propose this be added to the City Council agenda November 26, 2024. Commissioner Bennett requested Public Works Director Baird attend the next planning commission meeting to discuss the expansion of infrastructure. Gallegos was tasked with attaining the definition of "urban development" and making sure it was applicable to the City. City Recorder Gill was tasked with determining the affected entities involved in a possible expansion plan. Chairperson Bennett recommended as the first step: Planning Commission, City Council and Administration review the Utah State Code changes that went into affect on November 1, 2024

8. Administrative Communications

Minutes:

Gallegos reported on the Utah Land Use Conference she attended in October 2024. Bennett informed the Commission and administration that an industrial developer had contacted various landowners just outside the city limits. She was unsure of the details and had not been approached personally. Gill invited the Commission and any associates to attend the CDBG public hearing on November 12, 2024 at 6:15 pm.

9. Next Meeting Agenda

Minutes:

Annexation Policy Discussion with Public Works Director, Feedback from City Council, and Information Learned from Tasks Given - Permitted/Conditional Use Discussion

10. Adjournment (action)

Minutes:

MOTION to adjourn was made by Commissioner Cokenour and seconded by Commissioner Bennett. The motion passed unanimously and Chairperson Bennett closed the Monticello City Planning Commission meeting at 7:46 pm.

Vote results:

Ayes: 2 / Nays: 0

Audio File

<https://soundcloud.com/user-250815044/2024-11-05-planning-commission?>

Notice of Special Accomodations

THE PUBLIC IS INVITED TO ATTEND ALL CITY MEETINGS In accordance with the Americans with Disabilities Act, anyone needing special accommodations to attend a meeting may contact the City Office, 587-2271, at least three working days prior to the meeting. City Council may adjourn to closed session by majority vote, pursuant to Utah Code §52-4-4 & 5

Contact: Melissa Gill (melissa@monticelloutah.org 435-587-2271) | Minutes published on 12/05/2024, adopted on 12/03/2024